

RECORDS COMMISSION MEETING

APRIL 24, 1979

The Records Commission held its meeting on Tuesday, April 24, 1979 in the law library of the Centerville Municipal Building.

In attendance were:

Chairman	Darryl Kenning
Commission Members	Marilyn McLaughlin William Bettcher William Randolph
Local Records Specialist	Stephen Haller
Ohio Historical Society	

Mr. Kenning called the meeting to order at 9:05 A.M.

Mr. Bettcher distributed the minutes of the organizational meeting held February 15, 1979. Mr. Randolph made a motion to approve the minutes. Mrs. McLaughlin seconded the motion. Unanimously approved.

Mr. Kenning turned the meeting over to Mr. Haller who discussed the purpose of the meeting, the legal advertising requirements and future meetings of the Commission.

After a brief discussion of the Record Retention and Destruction forms, Mr. Randolph made a motion to approve the forms as presented. Mr. Bettcher seconded the motion. Unanimously approved.

Mr. Haller presented a proposal to microfilm all the Council meeting minutes, ordinances, resolutions, etc...as well as the Planning Commission minutes. Mr. Haller stated that the filming would be done at Wright State University but the earliest date they could start would be June 15th.

There being no further business, Mr. Kenning adjourned the meeting at 9:20 A.M.

APPROVED:


Chairman 4-25-79
Date

UNANIMOUSLY APPROVED 4/25/79
Records Commission Date